

# **Civil Air Patrol National Board Minutes**



**3-4 March 2006  
Washington DC**

# 3-4 March 2006

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**The meeting minutes were approved at Civil Air Patrol's National Board in August 2006.**

CIVIL AIR PATROL  
NATIONAL BOARD MEETING MINUTES  
3-4 March 2006  
Washington DC

# OPEN SESSION

CALL TO ORDER ..... Maj Gen Antonio J. Pineda, CAP  
INVOCATION..... Ch, Col Charles E. Sharp, CAP  
PLEDGE OF ALLEGIANCE ..... Col Larry D. Kauffman, CAP  
ROLL CALL..... Mr. Don R. Rowland, HQ CAP/EX

NATIONAL COMMANDER REMARKS..... Maj Gen Antonio J. Pineda, CAP  
EXECUTIVE DIRECTOR REMARKS..... Mr. Don R. Rowland, HQ CAP/EX  
SENIOR AIR FORCE ADVISOR REMARKS ..... Col Russell D. Hodgkins, Jr., USAF  
SAFETY BRIEFING ..... Col Lyle E. Letteer, Jr. CAP

## NATIONAL BOARD

(As of 3 March 2006)

The National Board is comprised of the National Commander, Senior Air Force Advisor (also Commander, CAP-USAFA), National Vice Commander, National Chief of Staff, National Finance Officer, National Legal Officer, National Controller, National Inspector General, National Chief of Chaplains Services, the 8 region commanders, and 52 wing commanders.

### NATIONAL OFFICERS

*Maj Gen Antonio J. Pineda, CAP	National Commander
*VACANT	Nat'l Vice Commander
*Col Russell D. Hodgkins, Jr., USAF	Senior AF Advisor
*Col Larry D. Kauffman, CAP	Nat'l Chief of Staff
*Col Fredric K. Weiss, CAP	Nat'l Finance Officer
*Col J. Rock Palermo, III, CAP	National Legal Officer
*Col Rodney F. Moody, CAP	National Controller
**Ch, Col Charles E. Sharp, CAP	Chief Chap. Services

### MIDDLE EAST REGION

*Col Charles S. Glass, CAP	Region Commander
Col Russell M. Opland, CAP	Delaware
Col Kathryn J. Walling, CAP	Maryland
Col Jane E. Davies, CAP	National Capital
Col Larry J. Ragland, CAP	North Carolina
Col Emerson Smith, CAP	South Carolina
Col Richard L. Moseley, CAP	Virginia
Col Rodney A. Moore, CAP	West Virginia

### NORTHEAST REGION

*Col Robert Diduch, CAP	Region Commander
Col Peter Jensen, CAP	Connecticut
Col Mitchell P. Sammons, CAP	Maine
Col David A. Belcher, CAP	Massachusetts
Col Margie L. Sambold, CAP	New Hampshire
Col Robert J. McCabe, CAP	New Jersey
Col Austyn W. Granville, Jr., CAP	New York
Lt Col Mark A. Lee , CAP (Proxy)	Pennsylvania
Col Augustine Comella, CAP	Rhode Island
Col Ann B. Clark, CAP	Vermont

### GREAT LAKES REGION

*Col William W. Webb, CAP	Region Commander
Col Maurice Givens, CAP	Illinois
Col John Bryan, CAP	Indiana
Col Henry L. Heaberlin, CAP	Kentucky
Col Gary J. Mayo, CAP	Michigan
Col Charles L. Carr, CAP	Ohio
Col Clair D. Jowett, CAP	Wisconsin

### **SOUTHEAST REGION**

*Col John E. Tilton, CAP	Region Commander
Col Michael Oakman, CAP	Alabama
Col Daniel J. Levitch, CAP	Florida
Lt Col Guillermo Heredia, CAP Proxy)	Georgia
Col John B. Wilkes, CAP	Mississippi
Col Herman Liboy, CAP	Puerto Rico
Col James M. Rushing, CAP	Tennessee

### **ROCKY MOUNTAIN REGION**

*Col Russell E. Chazell, CAP	Region Commander
Col Donald G. Cortum, CAP	Colorado
Col James E. Fletcher, CAP	Idaho
Col Jan E. Van Hoven, CAP	Montana
Col Robert M. Bost, CAP	Utah
Col William R. Morton Jr., CAP	Wyoming

### **NORTH CENTRAL REGION**

*Col Steven W. Kuddes, CAP	Region Commander
Col Ralph Tomlinson, CAP	Iowa
Col Bernard F. King, CAP	Kansas
Col Stephen G. Miller, CAP	Minnesota
Col Sean P. Fagan, CAP	Missouri
Col Robert K. Todd, CAP	Nebraska
Col K. Walter Vollmers, CAP	North Dakota
Col Michael A. Beason, CAP	South Dakota

### **PACIFIC REGION**

*Col Merle V. Starr, CAP	Region Commander
Col Carl L. Brown, CAP	Alaska
Col Virginia M. Nelson, CAP	California
Col Jeffery N. Stickel, CAP	Hawaii
Col Dion E. DeCamp, CAP	Nevada
Col Theodore S. Kyle, CAP	Oregon
Col Ernestus S. Schnabler, CAP	Washington

### **SOUTHWEST REGION**

*Col Thomas L. Todd, CAP	Region Commander
Col Ernest R. Bourgeois, CAP	Arizona
Col Joseph C. Jensen, CAP	Arkansas
Col Rodney W. Ammons, CAP	Louisiana
Col Frank A. Buethe, CAP	New Mexico
Col Joe R. Smith, CAP	Oklahoma
Col Robert F. Eldridge, CAP	Texas

*Voting Members of National Executive Committee	15
** Non voting members of National Executive Committee	2

### **OTHER CORPORATE OFFICIALS**

Mr. Don R. Rowland  
Mr. Mark H. Richardson, III  
Ms. Susan K. Easter  
Mr. John A. Salvador  
Mr. John F. Dean, Jr.  
Mr. Gordon Odell Jr.  
Ms Sharon Taylor  
Mr. James E. Shea

Executive Director  
Senior Director, Plans & Programs  
Director, Financial Management  
Director, Missions  
Director, Logistics & Mission Resources  
Assistant General Counsel  
Director, Program Development  
Director, Strategic Partnerships

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<b>AGENDA ITEM 1</b>	<b>XP</b>	<b>Action</b>
<b>SUBJECT: Approval of the August 2005 National Board Minutes CAP/CS – Col Kauffman</b>		

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**INFORMATION BACKGROUND:**

The minutes of the August 2005 National Board meeting were distributed in draft form. This allowed the National Board members a chance to review the minutes for any discrepancies.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to approve the August 2005 National Board Meeting minutes.

**ESTIMATED FUNDING IMPACT:**

None.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

None.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

None.

**REGULATIONS AND FORMS AFFECTED:**

None.

**NATIONAL BOARD ACTION**

**COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded the PROPOSED NATIONAL BOARD ACTION.**

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-UP ACTION: Remove DRAFT from front cover and post on line.

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**AGENDA ITEM 2**

**XP**

**Action**

**SUBJECT: Online Minutes and Agenda  
CAP/CS – Col Kauffman**

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**INFORMATION BACKGROUND:**

For each National Board and National Executive Committee meeting, an agenda is printed then mailed to every board member. Then a second printed agenda is provided at the formal meeting. Then after the meeting the minutes are then mailed for approval and then the final minutes are mailed after approval. The cost of this process, including printing, mailing and personnel costs is \$500 for every NB Meeting and \$500 for every NEC Meeting for a yearly cost to the corporation of \$2,000. Every NB member has a computer and internet access. The corporation can save the cost of this process by going on line with these items and no longer printing or mailing the agenda or minutes for NB and NEC meetings.

**PROPOSED NATIONAL BOARD ACTION:**

The National Board vote to approve placing the agendas and minutes for all National Board and National Executive Committee meetings on line, along with email notification to board members, and eliminate the mailing and printing of these agendas and minutes.

**ESTIMATED FUNDING IMPACT:**

A savings of approximately \$2,000 (appropriated).

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

Concur with the proposal.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

None.

**REGULATIONS AND FORMS AFFECTED:**

None.

**NATIONAL BOARD ACTION**

**This item was withdrawn.**

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**AGENDA ITEM 3**

**LG**

**Action**

**SUBJECT: Ratification of Regulations  
CAP/CS – Col Kauffman**

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**INFORMATION BACKGROUND:**

Constitution Article XX, requires that, in the normal course of events, regulations shall be adopted and maintained by the National Commander and shall be ratified by a majority vote of the National Board.

The following is a list of regulations for possible ratification:

CAPR 52-16            *Cadet Program Management*

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to ratify the proposed regulations.

**ESTIMATED FUNDING IMPACT:**

Cost of printing and distribution.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

This regulation is completed and staffed.

**CAP-USAF HEADQUARTERS' COMMENTS:**

Concur.

**COMMITTEE RECOMMENDATION:**

None.

**REGULATIONS AND FORMS AFFECTED:**

The CAP regulation listed above.

**NATIONAL BOARD ACTION**

**This item was withdrawn.**



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**AGENDA ITEM 4**

**DP**

**Action**

**SUBJECT: 50 Year Members  
FL Wg/CC – Col Levitch**

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**INFORMATION BACKGROUND:**

Requirement for Fifty Years of Service – The way the regulation reads is: (CAPR 39-2, *Civil Air Patrol Membership*, paragraph 8-3)

8-3 .Fifty-Year Members. “Individuals who have served 50 years ***continuous*** service in the Civil Air Patrol are eligible for free membership. Individuals reaching this milestone must have their service verified by the Wing Commander and a letter sent to National Headquarters. At that time the individual’s membership record will be annotated to show an indefinite renewal date and a new membership card will be issued. These members continue to receive all the benefits of regular active senior membership and are entitled to all rights and privileges.”

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to remove the word “continuous” from CAPR 39-3, paragraph 8-3. This will allow those who had/have a break in service to not lose previous time and increase their chances of qualifying as Fifty Year Members.

**ESTIMATED FUNDING IMPACT:**

Cost of printing and software upgrades.

**CAP NATIONAL HEADQUARTERS’ COMMENTS:**

CAP HQ has no objections to this item. It should be noted that HQ has no way of verifying membership data for the people this may affect. If HQ was required to track future breaks in service, an upgrade to the current membership system would be required.

**CAP-USAF HEADQUARTERS’ COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

To be presented at the National Board meeting by the Development Committee.

**REGULATIONS AND FORMS AFFECTED:**

CAPR 39-2, *Civil Air Patrol Membership*.

**NATIONAL BOARD ACTION**

**COL LEVITCH/FL MOVED and COL OPLAND/DE seconded** the PROPOSED NATIONAL BOARD ACTION.

**COL WALLING/MD MOVED A SUBSTITUTE MOTION and COL LEVITCH/FL seconded** that the National Board vote to change CAPR 39-2, paragraph 8-3, to recognize members with 50 years of non-continuous service with a 50-year plaque and certificate, but not award them the free membership.

**MOTION CARRIED**

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 39-2, Civil Air Patrol Membership

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**AGENDA ITEM 5**

**DP**

**Action**

**SUBJECT: Corporate Officer Appointment Letters  
RMR/CC—Col Chazell**

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**INFORMATION BACKGROUND:**

It has been my experience that there are times when proof of a corporate officer's appointment is useful. This is particularly true when dealing with financial institutions. Issuance of a letter of appointment, in addition to the certificate currently awarded, signed by the National Commander and Executive Director and endorsed with the corporate seal, may make it easier for duly appointed corporate officers to conduct business in their Wing or Region.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to direct National Headquarters to prepare and issue a letter of appointment, signed by the National Commander and Executive Director and endorsed with the corporate seal, to all sitting and future CAP corporate officers. This letter will be issued in addition to the certificate currently awarded.

**ESTIMATED FUNDING IMPACT:**

Minimal.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

Concur.

**CAP-USAF HEADQUARTERS' COMMENTS:**

Concur.

**COMMITTEE RECOMMENDATION:**

None.

**REGULATIONS AND FORMS AFFECTED:**

None.

**NATIONAL BOARD ACTION**

This item was withdrawn with a statement that the proposal would be more appropriately handled through command channels and is in fact already being accomplished.

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**AGENDA ITEM 6**

**DP**

**Action**

**SUBJECT: National Commander's Unit Citation Award  
CAP/CC – Maj Gen Pineda**

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**INFORMATION BACKGROUND:**

Civil Air Patrol currently has only one award authorized to recognize the accomplishments of an entire unit – the Unit Citation Award. From time to time, CAP units perform a service that is exceptionally outstanding and warrants recognition above and beyond the currently established Unit Citation Award.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to approve the establishment of a National Commander's Unit Citation Award that could be presented to any CAP unit that has performed some act or service above and beyond the normal call of duty that the National Commander determines warrants special recognition. The proposed ribbon/medal and certificate design are attached.

**ESTIMATED FUNDING IMPACT:**

Cost of certificates and streamers can be absorbed by the currently authorized awards budget. Cost of the individual ribbons would be borne by the members of the units affected.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

Concur.

**CAP-USAF HEADQUARTERS' COMMENTS:**

Concur.

**COMMITTEE RECOMMENDATION:**

Concur.

**REGULATIONS AND FORMS AFFECTED:**

CAPR 39-3, *Award of CAP Medals, Ribbons, and Certificates.*

**NATIONAL BOARD ACTION**

**MAJ GEN PINEDA/CC MOVED and COL TODD/SWR seconded the PROPOSED NATIONAL BOARD ACTION.**

**MOTION CARRIED**

## **March 2006 National Board Minutes**

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FOLLOW-UP ACTION: Implementation of policy and change to CAPR 39-3, *Award of CAP Medals, Ribbons, and Certificates*.

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**AGENDA ITEM 7**

**DP**

**Action**

**SUBJECT: CAP Grade for Retired Military Senior NCOs  
RMR/CC—Col Chazell**

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**INFORMATION BACKGROUND:**

There are many exceptions to the Professional Development program for enhanced grade for senior members. These exceptions include former cadets reaching milestone achievements; professional appointments for Doctors, Lawyers, etc.; private pilots, flight instructors, etc. and retired military officers and warrant officers. Occasionally, a new member joins CAP that is a retired military senior non-commissioned officer (NCO). I define “senior” NCO as someone holding the grades of E-7, E-8, or E-9 in the US Armed Forces.

In recognition of the service provided to our country, I propose that anyone that retired in those senior NCO grades in the US military be eligible for promotion to CAP Major upon approval by the unit and Wing Commander.

Requiring someone that has served the Country to this extent to enter CAP holding a grade lower than, for example, a 21 year old Mitchell cadet or a private pilot, may be a deterrent to effective recruiting of these individuals.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to approve allowing senior members retired from the US Armed Forces in the grades of E-7, E-8, or E-9 to be eligible for promotion to CAP Major with the approval of that individual’s unit and Wing Commander.

**ESTIMATED FUNDING IMPACT:**

To be determined to include software updates.

**CAP NATIONAL HEADQUARTERS’ COMMENTS:**

None. If approved, the action will require an upgrade to the current membership program.

**CAP-USAF HEADQUARTERS’ COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

To be presented at the National Board meeting by the Development Committee.

**REGULATIONS AND FORMS AFFECTED:**

CAPR 35-5, *CAP Officer and Noncommissioned Officer Appointments and Promotions*.  
CAPF 2, *Request for Promotion Action*.

**NATIONAL BOARD ACTION**

**COL CHAZELL/RMR MOVED and COL JENSEN/AR seconded the PROPOSED NATIONAL BOARD ACTION.**

**COL GLASS/MER MOVED to amend and COL MOSELEY/VA seconded the amendment to stipulate that officers and senior NCOs cannot be promoted to CAP grades until the following requirements have been met: (1) Completed 6 months' satisfactory service in the organization, (2) Entered into Level II of the Senior Member Training Program, and (3) Certified by the unit commander as actively contributing their military skills for the benefit of the CAP squadron.**

**MOTION TO AMEND CARRIED**

**COL ELDRIDGE/TX MOVED to amend and COL TODD/SWR seconded the amendment to include active as well as retired senior NCOs and require a 3-tiered promotion procedure more in line with the CWO category, i.e., E-7 to 1<sup>st</sup> Lt, E-8 to Capt, and E-9 to Maj.**

**MOTION TO AMEND CARRIED**

**COL JENSEN/AR MOVED TO TABLE and COL TODD/SWR seconded the motion.**

**MOTION TO TABLE DID NOT PASS**

COL GLASS/MER restated the amended motion, as follows:

“That the National Board vote to approve allowing active or retired senior members from the US Armed Forces in the grades of E-7, E-8, or E-9 to be eligible for promotion to CAP grades, as follows: E-7 to 1<sup>st</sup> Lt, E-8 to Capt, and E-9 to Maj, with the approval of that individual's unit and wing commander and certification that the individual has performed satisfactorily while serving for 6 months, has entered into Level II training, and is actively using his military skills on behalf of the Civil Air Patrol. The prerequisite requirements also pertain to active and retired officers from the US Armed Forces for promotion to CAP grades.

**MOTION CARRIED**

**LATER IN THE MEETING, COL COMELLA/RI MOVED TO RECONSIDER and COL CARR/OH seconded** that the National Board vote to reconsider the motion.

### **MOTION TO RECONSIDER CARRIED**

**COL WALLING/MD MOVED A SUBSTITUTE MOTION and COL GLASS/MER seconded** that the National Board vote to approve allowing senior members either active or retired from the US Armed Forces in the grades of E-7, E-8, or E-9 to be eligible for promotion to CAP in the grades of E-7 to 1<sup>st</sup> Lieutenant, E-8 to Captain, and E-9 to Major, and that any member who comes in under a special promotion serve a 6 months' probation as a CAP senior member prior to being promoted to the rank.

**COL TODD/SWR MOVED TO TABLE and COL JENSEN/AR seconded** that the National Board vote to table to allow more time for discussion with the Development Committee and bring back for consideration at the Summer National Board

### **MOTION TO TABLE CARRIED**

FOLLOW-ON ACTION: Committee recommendation and inclusion in the Aug 06 National Board agenda.



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**AGENDA ITEM 8**

**DP**

**Action**

**SUBJECT: Change to CAPR 39-3, *Award of CAP Medals, Ribbons, and Certificates*  
WI Wg/CC – Col Jowett**

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**INFORMATION BACKGROUND:**

Recommend that the senior requirements for the recruiters ribbon be brought in line with the cadet requirement. Currently, a senior member gets the ribbon once they recruit 7 new members. The proposed change would allow a senior CAP member that recruits 2 new members to qualify for the recruiter's ribbon.

Also, the proposal would allow a senior member to qualify for the bronze clasp for each additional 3 newly recruited members. Currently that number is 10.

It is hoped that this will encourage seniors to try to achieve this award. If every member achieved this Ribbon, our membership would increase to 170,622 members.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to approve the change to CAPR 39-3, *Award of CAP Medals, Ribbons, and Certificates*, para 21k-2, that would lower the requirement for the Recruiters Ribbon for seniors from 7 to 2 and the requirement for the bronze clasp from 10 to 3.

**ESTIMATED FUNDING IMPACT:**

Cost of printing.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

None.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

To be presented at the National Board meeting by the Development Committee.

**REGULATIONS AND FORMS AFFECTED:**

CAPR 39-3, *Award of CAP Medals, Ribbons, and Certificates*.

**NATIONAL BOARD ACTION**

**COL JOWETT/WI MOVED the PROPOSED NATIONAL BOARD ACTION**

**Motion died for lack of a second.**

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**AGENDA ITEM 9**

**DP**

**Action**

**SUBJECT: Unit Staffing  
DE Wg/CC – Col Opland**

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**INFORMATION BACKGROUND:**

CAP is experiencing declining membership across the country. This is particularly noticeable in cadet units, where we have a high degree of turnover, especially with cadets in their first year. The reality in many of our units is, although they may have a sizable membership roster, regular and active members are a much smaller proportion. In fact, CAP Regulation 20-1, *Organization of Civil Air Patrol*, paragraph 19, says that a squadron may be formed with as few as 3 senior members. However, the subsequent organizational charts shown for squadrons have a *minimum* of 9 different job functions (15 in composite squadrons).

One of the reasons for the decline in membership from our units can be attributed to burnout. Many of the non-renewing cadet members frequently cite the lack of interesting activities at their regular squadron meeting as a reason for non-renewal. Senior members, who join expecting to make a meaningful contribution, are tasked with seemingly meaningless paperwork. The few, active members in a unit who are willing to undertake the onerous paperwork burden very quickly burnout themselves, leaving little energy or enthusiasm to create interesting activities for cadet or senior members. As an organization, our focus on accomplishing our three core missions has become diluted.

One possible approach to addressing this situation would be to re-focus the efforts and energies of squadron members on the important and meaningful tasks required to accomplish our missions, while alleviating them of the burden of many of the other ancillary activities.

**PROPOSED NATIONAL BOARD ACTION:**

The National Board vote to task HQ CAP/DP (OPR for CAPR 20-1) to revise CAPR 20-1 to incorporate the following concepts, and submit a draft for ratification to the May 2006 NEC; Job functions/positions within units should be categorized so that commanders can easily determine which positions are mandatory, which positions are necessary to accomplish our core missions, and which are supportive in nature. For example:

- Certain positions within a unit (squadron, group, wing, or region) are absolutely required, such as a commander; a safety officer; a finance officer when the unit has funds; a supply/logistics officer when the unit has tangible assets.
- Certain positions are essential for completion of our three missions: an aerospace education officer, an emergency services officer, and, in units with cadets, someone to direct the cadet program.
- The remainder of the currently-designated functions are valuable and helpful in furtherance of our missions, but should not be pursued at the expense of those three core missions. As a result, these positions may remain vacant, and all

associated paperwork may be considered optional, unless a person is available and willing to fill the role. Commanders should not be expected to divert their attention, and dilute their efforts, to further CAP's three core missions by being forced to fill these positions or fulfill the job function, particularly when understaffed.

This last point is most important in order for the change contemplated by this proposal to be effective: without relief from requirements to fill these positions, and without relief from the associated paperwork, this proposal is meaningless. Therefore, CAPR 20-1 must be worded in such a way that it is clear that its provisions with respect to these positions override all other regulations in terms of duty assignments and paperwork requirements.

Finally, these concepts should be applied across all echelons.

**ESTIMATED FUNDING IMPACT:**

None.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

NHQ is concerned that implementation of this concept may jeopardize CAP's ability to meet the commitments within the Statement of Work.

**CAP-USAF HEADQUARTERS' COMMENTS:**

If positions and responsibilities are unfilled at certain levels, there is some concern about meeting the requirements of the Statement of Work.

**COMMITTEE RECOMMENDATION:**

To be presented at the National Board meeting by the Development Committee.

**REGULATIONS AND FORMS AFFECTED:**

CAP Regulation 20-1, *Organization of Civil Air Patrol*

**NATIONAL BOARD ACTION**

**COL OPLAND/DE MOVED and COL TILTON/SER seconded the concept of the PROPOSED NATIONAL BOARD ACTION.**

**WITH CONSENSUS OF THE NATIONAL BOARD, the National Commander sent this item to the Development Committee, to include a representative from CAP-USAF, for study and recommended action.**

**FOLLOW-ON ACTION:** Referral to Development Committee and inclusion in a future meeting agenda.

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**AGENDA ITEM 10**

**DP**

**Action**

**SUBJECT: CAP flight suit & leather jacket  
GLR/CC – Col Webb**

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**INFORMATION BACKGROUND:**

The ultra-marine color CAP flight suit has not been well received in the field and it does not offer Nomex fire protection. Phasing-out the ultra-marine color CAP flight suit and adopting a dark blue nomex flight suit, which would be the same color as the dark blue CAP utility uniform, would coordinate two uniforms in color and style and offer CAP flight crews the option for enhanced safety through the use of nomex material.

CAP flight crews have, for many years, desired the option, in the AF tradition, to utilize a leather jacket in association with the wear of a flight suit. Historically, the AF has opted not to authorize CAP to utilize the military brown color A2 leather jacket with the AF style flight suit; this agenda item is not proposing we revisit that request with the AF. The Development Committee has reviewed a Cooper, black in color leather jacket that is not in use by the military services and found it suitable for wear with CAP (not AF) uniforms. The black Cooper jacket has numerous features that make it particularly suitable for CAP personnel in comparison to the military brown A2 jacket; the Cooper black jacket has a removable liner, side entry and patch pockets, inside pockets and a bi-swing back for enhanced freedom of movement.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to:

- 1) adopt the dark blue nomex flight suit as the CAP flight suit and authorize NHQ to phase-out the ultra-marine color CAP flight suit;
- 2) That the National Board authorize the wear of the Cooper black leather jacket (or NHQ determined brand equivalent) with the CAP flight suit or such other CAP uniforms as a wing and region commander may approve. That the leather jacket would utilize a leather name tag on the left breast and command or approved patch on the right breast in keeping with design and placement standards currently in effect in the CAP Uniform Manual for such devices on a CAP flight jacket. That this leather jacket not be authorized for wear with the AF style uniforms unless the AF should approve such wear at a future time.

**ESTIMATED FUNDING IMPACT:**

Because the ultra-marine flight suit would be phased-out over time by NHQ, there would be no funding impact to those personnel who wish to continue use of that uniform. The current policy that a CAP flight suit and flight jacket is optional would remain unchanged; therefore, there would be no funding impact on those personnel who opted not to utilize these uniform items.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

None.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None as long as the item only deals with CAP unique uniforms.

**COMMITTEE RECOMMENDATION:**

The Development Committee fully supports the transition to a dark blue NOMEX flight suit. Suggest the National Board establish 1 March 2007 as the phase out date for the currently authorized ultramarine blue flight suit to give members ample time to make the change.

The Committee also fully supports the authorization of a civilian black leather jacket. This jacket is attractive and will give members wearing the CAP distinctive flight suit a suitable outer garment with appropriate CAP devices. The Committee also suggests that this jacket be authorized for wear with the CAP utility uniform (dark blue flight suit-style) as well as the aviator shirt combination.

**REGULATIONS AND FORMS AFFECTED:**

CAPM 39-1, *CAP Uniform Manual*.

**NATIONAL BOARD ACTION**

**COL WEBB/GLR MOVED and COL STARR/PCR seconded the PROPOSED NATIONAL BOARD ACTION with a phase out date of 1 March 2007 for the currently authorized ultramarine blue flight suit.**

The proposed dark blue nomex flight suit and black leather jacket were modeled.

**COL GLASS/MER MOVED and COL MOSELEY/VA seconded to divide the question into two parts:**

**MOTION TO DIVIDE CARRIED**

**1. That the National Board vote to adopt the dark blue nomex flight suit as the CAP flight suit and authorize NHQ to phase-out the ultra-marine color CAP flight suit by 1 March 2007**

**COL MOSELEY/VA MOVED TO AMEND and COL WALLING/MD seconded the amendment to postpone the phase-out date of the ultra-marine color CAP flight suit for 3 years from the current time (until 1 March 2009).**

**MOTION TO AMEND CARRIED**

### **AMENDED MOTION (Part 1.) CARRIED**

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPM 39-1, CAP Uniform Manual.

1. That the National Board vote to authorize the wear of the Cooper black jacket (or NHQ determined brand equivalent) with the CAP flight suit or such other CAP uniforms as a wing and region commander may approve. That the leather jacket would utilize a leather name tag on the left breast and command or approved patch on the right breast in keeping with design and placement standards currently in effect in the CAP Uniform Manual for such devices on a CAP flight jacket. That this leather jacket not be authorized for wear with the AF style uniforms unless the AF should approve such wear at a future time.

**COL OPLAND/DE MOVED TO AMEND and LT COL STICKEL/HI seconded** an amendment to change the first sentence, as follows: (1) DELETE the words, "such other CAP uniforms as a wing and region commander may approve;" and (2) ADD the words, "distinctive CAP uniforms."

### **MOTION TO AMEND CARRIED**

### **AMENDED MOTION (Part 2.) CARRIED**

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change CAPM 39-1, CAP Uniform Manual.

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**AGENDA ITEM 11**

**AE-CP**

**Action**

**SUBJECT: Revision of CAPF 60  
CAP/CS - Col Kaufman; CAP/HO – Col McLaughlin**

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**INFORMATION BACKGROUND:**

The current medical form in CAP is a part of CAPF 31, *Application for CAP Encampment or Special Activity*. It is outdated and in need of revisions and additions. It is also difficult to maintain medical confidentiality when the application is handled by multiple individuals during the approval process and at the activity. Medical confidentiality issues are serious concerns that CAP needs to address.

There is currently a place for cadet permission to participate and permission for medical treatment on the encampment application. However, not all activities use that detailed application. It is especially important that cadets under the age of 18 have those items in their possession when they participate in activities outside of normal meetings and out of town in case of a medical emergency.

Cadets at activities who require medications are currently handled in various ways, from self-medication to administration of medications by senior member staff. Each cadet has different abilities in their capacities to manage their own medications. There is no current way for parents to so designate if their cadet has that capability.

Over-the-counter medications may also be issues for cadets at activities. At home, a cadet with symptoms such as mild headache or minor sprain would often be given a non-prescription pain reliever. When a cadet is at a CAP activity, there is no guidance regarding acting as a parent would (in loco parentis) in administering or allowing a cadet to take non-prescription medications. In some situations, medications are given. At other activities they are not given. There is no current way for a parent to have input on this decision unless they are able to be contacted. Legally, it would be better for CAP if there were a way for parents to designate their preference on this issue.

In the interests of controlling CAP paperwork, instead of adding a new form, this proposal would revise CAPF 60, *Emergency Notification Data*. The form would be increased to a full size page with confidential medical information on one side. The other side would contain all of the emergency contact information currently on the CAPF 60 and add additional blocks for insurance information, cadet permission to participate, cadet permission to treat, and permission for cadet medication self-administration and use of non-prescription medications.

Members could keep a completed form on their person when participating in CAP activities that could be utilized in case of an emergency. For longer activities when a medical form is submitted in advance, it could be submitted in a sealed envelope for confidentiality. For activities needing the current CAPF 60 on file for emergency contacts, the non-confidential side only of the form may be filled out/copied and turned in.



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This process would limit the number of individuals who would have access to medical information and help preserve confidentiality, which is a great concern to our members. The preservation of confidentiality also encourages members to be accurate and complete when submitting medical information. Cadets would be ensured of having medical insurance information and permission to treat in case of an emergency. The new CAPF 60 would also give CAP some liability protection and guidance for our members in dealing with cadet medication issues.

### **PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to approve the new version of CAPF 60 as proposed.

### **ESTIMATED FUNDING IMPACT:**

The cost of printing and distribution of CAPF 60 and computer system upgrade.

### **CAP NATIONAL HEADQUARTERS' COMMENTS:**

HQ/GC: The issues to be addressed require more than a form; they call for well considered policy and regulation. Recommend that an ad hoc committee of 2 to 4 members consisting of medical and legal personnel with expertise in the area. The members of the group should be selected by agreement of NLO and Chief of Health Services and authorization of Commander. A suggested proposal should be completed and presented to the May 2006 meeting of the NEC for approval.

Once the legal and medical issues are resolved, HQ has no problem with the creation of the form. If approved, this will require an upgrade to the computer system costing approximately \$6,000 (corporate funds).

### **CAP-USAF HEADQUARTERS' COMMENTS:**

None.

### **COMMITTEE RECOMMENDATION:**

To be presented at the National Board meeting by the Development Committee.

### **REGULATIONS AND FORMS AFFECTED:**

CAPF 60, *Emergency Notification Data*

CAPF 31, *Application for CAP Encampment or Special Activity*. - revise to remove medical information.

### **NATIONAL BOARD ACTION**

**This item was withdrawn and sent to committee for more review.**

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**AGENDA ITEM 12**

**AE-CP**

**Action**

**SUBJECT: Past Commanders' Association  
IN Wg/CC – Col Greenwood**

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**INFORMATION BACKGROUND:**

The purpose of this proposal is for the establishment of a Past Commanders' Association.

A concern expressed by the National Board, Region/Wing Commanders, and National Staff is the loss of valuable members, especially those who have obtained senior status of Past Commanders.

From this vantage point, it seems that once an individual has served in any of these three capacities (National Commander, Region, or Wing Commander) that their involvement is no longer needed or possibly, least-desired. Then what could be their next step in continuing to be an asset to this organization? Many commanders would still enjoy helping contribute to the growth and success of Civil Air Patrol.

The organizational format would call for each wing to organize an association that utilizes all senior commander levels (National, Region, and Wing) of those who have served in these capacities.

Always aware that they are not in command, nor would this association imply that Past Commanders would attempt to usurp the authority of present and future commanders, but aware that they would be considered and utilized as a valuable here-to-fore untapped resource.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board vote to approve the establishment of a Past Commanders' Association: an organization which will utilize the expertise and knowledge of a great group of dedicated individuals.

**ESTIMATED FUNDING IMPACT:**

None.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

None.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

None.

**REGULATIONS AND FORMS AFFECTED:**

None.

**NATIONAL BOARD ACTION**

**COL BRYAN/IN MOVED and COL TODD/SWR seconded the PROPOSED NATIONAL BOARD ACTION.**

**COL MOSELEY/VA MOVED TO AMEND and COL TODD/SWR seconded the amendment to make this proposal a region level or higher association in order for it to function all over the region instead of one area.**

**MOTION TO AMEND CARRIED**

**COL OPLAND/DE MOVED TO AMEND and LT COL STICKEL/HI seconded the amendment to incorporate the recommendations into a revised CAPP 50-1 (as a suggestion) at such time as it is updated.**

**MOTION TO AMEND CARRIED**

**AMENDED MOTION CARRIED**

FOLLOW-ON ACTION: Establishment of optional Past Commanders' Association at region or higher level and optional recommendations included in revised CAPP 50-1, when updated.

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**AGENDA ITEM 13**

**AE-CP**

**Action**

**SUBJECT: National Cadet Competition Manual  
PR Wg/CC – Col Liboy**

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**INFORMATION BACKGROUND:**

For several years the National Board has tasked the Cadet Programs Committee and the Cadet Programs Office at National HQ to complete a manual to conduct the National Cadet Competition. It has been more than 5 years in the making of this manual. The Cadet Programs Office has issued over 7 Rules of Engagement documents to carry on the NCC. With 7 ROE's there is enough information to complete the NCC manual in a timely matter. Not having this manual creates an extra work load to all teams having them study and interpret the ROE's since these change every single year and in some cases twice a year. This action will give the NB members an ability to review and approve all changes to this Cadet Activity.

**PROPOSED NATIONAL BOARD ACTION:**

That the NB vote to mandate the Cadet Program Committee and the NHQ Cadet Programs Office to complete the NCC Manual by the summer 2006 National Board Meeting. The manual should be available for evaluation in the field 90 days before the summer 2006 National Board meets.

**ESTIMATED FUNDING IMPACT:**

The cost of printing.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

The current ROE process gives the NCC Director the flexibility needed to ensure a top-quality competition and to incorporate volunteer feedback into each year's competition in a timely fashion. Only one ROE is used each year, so cadets do not need to study previous versions: only the current year's version. Last year's ROE was released more than seven months prior to the competition, and this year's ROE was available over nine months prior to the competition.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

National Advisor Comments (Col Len Blascovich, NCC Director): To ensure a quality competition, we have garnered volunteer inputs before each ROE. Opting for this proposed agenda item may hamper timely changes if all changes must have full board approval. Something as simple as a change in venue at the last minute, for example, might require that some of our rules be modified. This would be impossible to accomplish if both a public comment period and full board ratification were required for

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every rule. Because the ROEs are fully vetted with a number of volunteers, we recommend that we leave the current process as is with the understanding that the latest ROE would be available to all teams at least six months prior to the national competition.

### **REGULATIONS AND FORMS AFFECTED:**

New Manual

### **NATIONAL BOARD ACTION**

**COL LIBOY/PR MOVED and COL ELDRIDGE/TX seconded the PROPOSED NATIONAL BOARD ACTION.**

### **MOTION CARRIED**

FOLLOW-ON ACTION: Completion of NCC Manual by summer 2006 National Board meeting and inclusion in the August 2006 National Board agenda.

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**AGENDA ITEM 14**

**AE-CP**

**Action**

**SUBJECT: Cadet Protection Program  
VA Wg/CC – Col Moseley & NH Wg/CC – Col Sambold**

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**INFORMATION BACKGROUND:**

A recent note from a concerned parent highlighted a potential problem area within our Cadet Protection Program as outlined in CAPR 52-10, CAPR 52-16 and CAPM 39-2. The situation arose when a concerned parent noted that a 16 year old female cadet was placing her arm around a 14 year old male cadet and was also observed patting the male cadet's bottom as they walked outside of the unit meeting place. The parent also noted that this female cadet would repeatedly berate lower ranking cadets in ways that may have led some new recruits to leave the program. The issues with command oversight were resolved, but the incident pointed out a void in CAP's training of cadet leaders. In this case, the female cadet was a C/TSgt and the male cadet was C/A1C. Neither cadet is required to take any form of CPPT training until reaching their 18<sup>th</sup> birthday. This may very well be too late.

CAPR 52-10 and CAPR 52-16 are based on the premise that abuse and/or hazing of cadets are going to come from senior members. However, this incident points out that abuse and hazing can come from any age group and be perpetrated by members of either gender. In researching the incident, we also discovered that most of the senior members took the CPPT course when they first joined or when the CPPT program was first initiated. As a result, they were not familiar with, nor looking for behaviors that would have pointed up this problem at an earlier stage. In other words, they knew the regulation existed and could look up the procedures to follow when the problem was brought to their attention, but they did not recognize the warning signs of the problem because it was not in the forefront of their thought processes.

CAP has a pretty good safety program when it comes to safety of flight and safety of driving programs. We require annual refreshers on the regulations and procedures to fly our aircraft and recurrent reviews of our state driving records before we can operate a CAP vehicle. However, when it comes to safety of our cadets, our cadet safety program requires one 20-minute video tape as we enter CAP. This may leave us vulnerable to legal challenges if we do not take action to fix problems such as those noted above. We need a recurrent training program for our cadet protection program.

**PROPOSED NATIONAL BOARD ACTION:**

The National Board vote to make the following changes to the Cadet Protection Program:

1. The NHQ staff be instructed to develop a video or on-line training program (or purchase the rights to use an existing training program) with discussion questions that are appropriate to be shown to cadets in the 12 to 14 and in the 15 to 17 year age groups. These training programs must be accomplished when earning the Mary Feik Award and subsequently for accomplishment of each milestone award in the cadet program, based on the age of the cadet at the time the achievement is completed. Sexual abuse may not be covered

- given local state laws and parental rights, but hazing, verbal abuse and physical abuse should be covered for cadets in these age groups.
2. The NHQ staff develop an on-line training program that covers the material currently required in the present CPPT program for senior members and cadets who are 18 years of age or older. The on-line program should be tied into the membership programs so that re-currency in the CPPT program can be recorded in the membership record at least once every three years in order for the senior member to maintain their authorization to supervise cadet activities.
  3. That upon development of the age appropriate training program, CAPR 52-16 be amended to require the completion of the course in order to earn each of the following milestone awards:
    - The Mary Feik Award
    - The Billy Mitchell Award
    - The Amelia Earhart Award
    - The Ira C. Eaker Award
    - The General Carl A. Spaatz Award
  4. That CAPR 50-17 be amended to require all senior members complete the on-line or video course as required for Level One and they must take the on-line refresher course once every three (3) years in order to maintain their authorization to supervise cadet activities and be eligible for further promotions.

**ESTIMATED FUNDING IMPACT:**

The estimated cost of creating a custom made training video with appropriate course materials could be \$8000 per minute. However an on-line course can be developed locally by the NHQ staff and the cost would be limited to salaries of the staff plus incidentals for filming the video clips. In addition, we would effect a cost savings, by not having to replace all of the existing video tapes and DVD's that are in the units, each time there is a change in the national commander or the executive director. These changes can be made to the on-line material at minimal cost.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

We concur with the recommendation from the National Advisor for Cadet Programs.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

National Advisor Comments (Col Ernie Pearson, National Advisor for CP): This agenda item is one that first appears to be simple, but on more careful consideration has many implications, legal as well as social. Therefore, I think it prudent that it be referred to my committee for us to look into all aspects of this issue and I will report back our recommendations to the August 2006 National Board.

**REGULATIONS AND FORMS AFFECTED:**

CAPR 52-10, *CAP Cadet Protection Policy*.  
CAPR 52-16, *Cadet Program Management*.  
CAPR 39-2, *Civil Air Patrol Membership*.  
Monthly Membership Listing

**NATIONAL BOARD ACTION**

**COL MOSELEY/VA MOVED and COL GLASS/MER seconded** to send this item to the Development Committee.

**COL WALLING/MD MOVED TO TABLE and COL KAUFFMAN/CS seconded** the motion to refer this to a joint Cadet Programs and Development Committee, to include a CAP-USAF representative.

**MOTION TO TABLE CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: Referral to a joint Cadet Programs and Development Committee, and include a CAP-USAF representative.



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**AGENDA ITEM 15**

**IT**

**Action**

**SUBJECT: Creation of an IT Tutorial Pamphlet  
RMR/CC—Col Chazell**

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**INFORMATION BACKGROUND:**

As Civil Air Patrol continues to move toward paperless operations, many new and useful computer programs are being created for the membership to fulfill the administrative aspects of CAP's missions. These programs include e-Services, e-Accounting, MIMS, CAPWATCH, Quicken, WMU/IMU, electronic submittal of forms, and web-based applications such as on-line testing, and F18, F73, and F82 on-line entries. Some of the aspects of these applications are esoteric for experienced computer users and completely foreign to novice computer users. The usefulness of these programs to making the administrative burden of CAP missions easier cannot be overstated. However, no tool, regardless of its utility, has any value if its use is not adequately understood by those needing to use the tool. CAP has expended much money to obtain and issue computers to each unit in the organization. If those computers are not being used to fulfill our missions efficiently, that money was wasted.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board direct National Headquarters to create a new pamphlet and power-point program to teach the average CAP member how to use these computer programs to best effect. The level of detail of the tutorials should be written for a novice computer user. Where tutorials already exist (such as for MIMS or Quicken), these tutorials should be reviewed for effectiveness and incorporated into the document.

**ESTIMATED FUNDING IMPACT:**

To be determined based on recommended solution.

**CAP NATIONAL HEADQUARTERS' COMMENTS:**

National Headquarters will take action based off the recommendations of the IT Advisory group.

**CAP-USAF HEADQUARTERS' COMMENTS:**

None.

**COMMITTEE RECOMMENDATION:**

The proposed item should be sent to the IT Working Group so that they can work on possible solutions that will be presented to the board at a later date.

**REGULATIONS AND FORMS AFFECTED:**

None.

**NATIONAL BOARD ACTION**

**COL CHAZELL/RMR MOVED TO TABLE and COL TODD/SWR seconded the motion to move this concept to the IT Advisory Group for review and possible recommendation of a pamphlet.**

**MOTION TO TABLE CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: Referral to the IT Advisory Group for review and recommendation.

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**AGENDA ITEM 16**

**DO**

**Action**

**SUBJECT: Change to CAP Air Force Assigned Mission Status  
GLR/CC – Col Webb**

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**INFORMATION BACKGROUND:**

Maintenance flights of corporate aircraft were historically assigned Air Force assigned mission (AFAM) status in the “B” non-reimbursed category with associated FECA/FTCA protections to CAP and CAP personnel. When the AF revised the availability of AFAM “B” missions, maintenance flights were deleted by the AF and CAP and its personnel began assuming the risk of transporting corporate aircraft as non-AFAM “C” missions with no FECA/FTCA protections. In 2005, this represented over 5000 hours flown as “C” mission maintenance flights.

CAP-USAF was recently asked if maintenance flights could be restored to AFAM status. CAP-USAF advised that returning AFAM status to maintenance flights and extending AFAM status to compliance inspection flights may be feasible if an AF and CAP agreed upon policy could be integrated into the Statement of Work.

**PROPOSED NATIONAL BOARD ACTION:**

That the National Board request the AF to coordinate with CAP to implement a revision to the Statement of Work so that aircraft sorties flown under the direction and operational control of CAP-USAF to support CAP aircraft maintenance, compliance inspections or such other “cost of business” sorties approved by CAP-USAF be extended AFAM status with the associated FECA/FTCA protections.

**ESTIMATED FUNDING IMPACT:**

None. A reduction in non-AFAM “C” missions should be viewed favorably by CAP’s insurance carrier.

**CAP NATIONAL HEADQUARTERS’ COMMENTS:**

Concur.

**CAP-USAF HEADQUARTERS’ COMMENTS:**

Concur with the above proposed action.

**COMMITTEE RECOMMENDATION:**

Concur.

**REGULATIONS AND FORMS AFFECTED:**

CAPR 60-1, *CAP Flight Management* mission symbols.

**NATIONAL BOARD ACTION**

**COL WEBB/GLR MOVED and COL TODD/SWR seconded** the PROPOSED NATIONAL BOARD ACTION.

**MOTION CARRIED WITH NO DISSENTING VOTES**

FOLLOW-ON ACTION: Cooperation of CAP-USAF in revising Statement of Work to change Air Force-Assigned Mission Status

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**AGENDA ITEM 17**

**XP**

**Action**

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**SUBJECT: Committee & Special Advisor Reports  
CAP/CS – Col Kauffman**

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**Committees**

**1. Finance Committee**

**Col Weiss**

COL WEISS/NFO/CHAIRMAN presented a slide briefing.

**2. Development Committee**

**Col McConnell**

COL McCONNELL/VICE CHAIRMAN presented a slide briefing and the following actions were taken:

**a. ARCHER Patch**

**COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded the committee recommendation that the National Board vote to approve the ARCHER Patch, awarded to those members who complete the 4 day ARCHER training course, as an optional patch on flight suits and field uniforms (BDUs and utility uniforms) in accordance with CAPM 39-1, *CAP Uniform Manual*.**

**MOTION CARRIED WITH NO DISSENTING VOTES**

**b. CAP Distinctive Insignia for the AF Gortex Parka**

**COL KAUFFMAN/CS MOVED and COL DAVIES/NATCAP seconded the committee recommendation that the National Board vote to approve the recommended CAP distinctive insignia for the AF Gortex parka and request Air Force permission to wear Gortex parka with this distinguishing device as a field jacket in accordance with CAPM 39-1, *CAP Uniform Manual*.**

**MOTION CARRIED WITH NO DISSENTING VOTES**

**c. Black T-shirt with CAP Field and Utility Uniform**

**COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded the committee recommendation that the National Board vote to authorize a black t-shirt in addition to a white t-shirt for members wearing CAP field and utility uniforms**

**MOTION CARRIED WITH NO DISSENTING VOTES**

d. CISM Patch

**COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded** the committee recommendation that the National Board vote to approve an optional CISM patch for wear on field/utility uniforms and flight suits by members who have completed CISM training and are assigned to a CISM team.

**MOTION CARRIED WITH NO DISSENTING VOTES**

e. Wear of Patches Previously Worn on Right Shoulder of BDUs and Field Uniforms

**COL KAUFFMAN/CS MOVED and COL CHAZELL/RMR seconded** the committee recommendation that, due to addition of reverse American flag, the National Board vote to approve wear of patches previously worn on right shoulder of BDUs and field uniforms on the left pocket of BDUs and field uniforms, and extend mandatory wear date for reverse American flag to 1 April 2007.

**MOTION CARRIED**

f. Embroidered Grade Insignia on Flight Suits

**COL KAUFFMAN/CS MOVED and COL TODD/SWR seconded** the committee recommendation that the National Board vote to approve blue embroidered grade in addition to plastic encased grade currently authorized on CAP blue flight suit and utility uniform and request Air Force approval to wear on AF-style flight suit.

**COL WEBB/GLR MOVED TO AMEND and COL GLASS/MER seconded** the amendment that the National Board vote to approve changing the background color of grade insignia from ultramarine blue to dark blue to match the dark blue nomex flight suit approved at this meeting. Additionally, to request permission from the Air Force to use the embroidered grade insignia with a green background for use with the Air Force style flight suit.

**MOTION TO AMEND CARRIED**

**AMENDED MOTION CARRIED**

**COL WEBB/GLR MOVED and COL LEVITCH/FL seconded** that the National Board vote to approve dark blue color (instead of ultramarine) embroidered grade in addition to plastic encased grade currently authorized for wear also on the utility uniform.

**MOTION CARRIED**

COL OPLAND/DE MOVED TO TABLE and refer back to committee.

The motion died for lack of a second.

g. 50-Year Service Emblem

**COL KAUFFMAN/CS MOVED and COL STARR/PAC seconded** the committee recommendation that the National Board vote to approve the use of a 50-year Service Emblem on letterhead, business cards, and as a lapel pin.

**MOTION CARRIED**

h. Homeland Security Ribbon

**COL KAUFFMAN/CS MOVED and COL KUDDER/NCR seconded** the committee recommendation that the National Board vote to approve a Homeland Security Ribbon for actual missions defined/determined by tasking entity as in interest of security/defense of the nation and awarded to flight crews participating in 5 homeland security related sorties as well as to all involved in the mission—IC, Communications, etc.

**MOTION CARRIED**

COL McCONNELL noted that the Homeland Security Ribbon was designed by Cadet Steven Bates, Alaska Wing.

i. New CAP Distinctive Uniform (Senior Members)

**COL KAUFFMAN/CS MOVED and COL LEVITCH/FL seconded** the committee recommendation that the National Board vote to approve a new CAP distinctive uniform for senior members consisting of a white shirt (long or short sleeve) with dark blue pants/skirt with the following: (1) Blue two-line nametag; (2) Blue epaulets with embroidered grade insignia; and (3) Worn with dark blue 1 ¼ inch cotton web or elastic belt with silver buckle and black, lace-up style oxford shoes or plain black pumps for women.

**COL MOSELEY/VA MOVED TO AMEND and COL LEVITCH/FL seconded** that the words “dark blue pants/skirt” be changed to read: “Air Force blue pants/skirts.”

**MOTION TO AMEND CARRIED**

**AMENDED MOTION CARRIED**

j. Safety Milestone Award

This award would be to recognize members performing CAP missions in the air and on the ground in a safe manner, tab to be worn over the command patch. The criteria

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would be similar to an Air Force patch earned for accident-free accomplishment as an aircrew member or actual spent as a ground team UDF member. The committee recommended approval of the concept but asked the National Commander to appoint an ad hoc committee of individuals from safety, aerospace, cadet programs, and emergency services to work out the details to ensure all members participating in any of the three mission areas are recognized.

THE NATIONAL COMMANDER directed the Development Committee to pick ad hoc members from former commanders to help work this issue.

k. IT Specialty Badge

**COL KAUFFMAN/CS MOVED and COL OPLAND/DE seconded that the National Board vote to approve the design of the IT Specialty Badge (using the eagle that is on the National Board badge), which follows the three basic level format of other specialties, contingent upon approval of the specialty track criteria.**

### **MOTION CARRIED**

#### 3. Operations Committee

Col Skiba

COL SKIBA/CHAIRMAN briefed that the Operations Committee has two on-going projects:

l. Sterile Cockpit Procedures

The committee is in the process of formalizing sterile cockpit procedures. The proposed language is currently being reviewed and will be published as soon as possible.

m. Standardized of Aircraft Information File

The committee has resurrected this project. He stated that Col Greenhut had put together an aircraft information file but it was never acted upon. As a result of Hurricane Katrina, the need for a standardized aircraft information file became more evident. All the information available on the aircraft information file will be given to Col Greenhut who, using his computer skills, will further develop a standardized product. A committee recommendation will be presented at the next NB meeting.

#### 4. Professional Development

Col Courter

COL COURTER/CHAIRPERSON presented a slide briefing. A paper copy of the briefing was distributed to board members.



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**COL KAUFFMAN/CS MOVED and COL DAVIES/NATCAP seconded that the National Board, with the concurrence of the Davis family, vote to approve the renaming of the senior member's Certificate of Proficiency after General Benjamin O. Davis, Jr., effective no later than 1 October 2006, in honor of this distinguished airman and honored American—the first black Army Air Corps general and the first Commander of the Tuskegee Airmen.**

### **MOTION CARRIED**

COL COURTER asked for a point of personal privilege for the purpose of a presentation by some Cadet Leadership Academy cadets to Maj Gen Pineda. The privilege was granted.

#### 5. Homeland Security Advisor

Col Greenhut

COL GREENHUT presented a slide briefing.

#### 6. IT Special Advisor

Col Martin

COL MARTIN provided an update briefing.

MS. MICHELLE YOST/NHQ/IT presented an update briefing on MIMS and pilot data forms.

#### 7. Cadet Programs Special Advisor

Col Pearson

COL PEARSON/CHAIR stated that he has been appointed to this position for only a couple of weeks and thanked the corporate staff for their work on CAPR 52-16. Col Pearson promised to seek input from all regions as well as the National Cadet Advisory Council concerning this tabled regulation. He hopes to have all inputs coordinated by the August 2006 National Board meeting.

#### 8. Health Services

Col McLaughlin

COL McLAUGHLIN/HO gave an update on the activities of Health Services.

#### 9. Chaplain Services

Ch Col Sharp

CHAP, COL, SHARPE/CCS gave an update on the activities of Chaplain Services.

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**AGENDA ITEM 18**

**Action**

**SUBJECT: Old Business**

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**1. ITEM: Air Force Transition Assistance Program: Agenda item 13-4, August 2005 NB.**

The National Board approved the concept of coordinating with the Air Force to become part of the Air Force Transition Assistance Program for soon to be retired or separated Air Force officers and NCOs. The proposed program was to be brought to the winter 2006 meeting of the National Board.

LT COL SENCI, USAF/CAP-USAF/CV reported that the CAP and CAP-USAF staffs developed a slide briefing. The briefing was forwarded to the Air Force Personnel Center (AFPC) which runs the Air Force portion of the AF transition program. The AFPC turned it down citing the fact that right now they are at maximum capacity for this program and are considering tearing it down and taking out a lot of information that is currently in the program. The program is run by the Department of Labor and the AFPC is just the conduit. He stated that the staff is now looking at getting a link for the CAP web site on the transition assistance program web site. This effort has become difficult because the AFPC is currently revamping that web site. He added that he was referred to a DoD web site which services all military members as they transition into civilian life. He is working with a Mr. Frank Horn who is looking at the feasibility of getting that same CAP hyperlink on the DoD web site. His only concern is that CAP is a "volunteer" organization, but emphasis is being placed on CAP being an auxiliary of the Air Force. Hopefully, more information will be available next week.

MS. TAYLOR/NHQ/DV briefed that she will be working a pilot program to provide CAP information to the Family Centers at Maxwell AFB, AL; Robins AFB, GA; and Tyndall AFB, FL, initially. There are 72 Family Centers nationwide. She added they will figure out the best way to get the retirees attention.

MR. ROWLAND/EX noted that one of the provisions of the original motion from the August 2005 National Board was that the transition program was to provide a 1-year free membership to those transitioning. He ask the National Board to either stay that so we don't have to implement it at this point or that they reconsider that decision. The staff doesn't believe that it will be effective and most of it was tied to the fact that it was thought that CAP would provide the transition program out-briefing.

**COL GLASS/MER MOVED and COL MOSELEY/VA seconded that the National Board vote to rescind the 1-year free membership for retirees joining CAP under the Air Force Transition Assistance Program.**

**MOTION CARRIED**

**2. ITEM: Posse Comitatus: Agenda Item 11-6, November 2005 NEC.**

The item dealt with the status of Posse Comitatus as it relates to CAP and requested that the National Commander be authorized to allow one or more wings to conduct corporate missions without regard to the restrictions imposed by Posse Comitatus. The motion was tabled in order for CAP and CAP-USAF to work out the details.

COL PALERMO/NLO reported that in the last few weeks he was given a copy of a U. S. Attorney opinion dealing with the Posse Comitatus applicability to DoD civilians. It was a very significant opinion. It didn't come from the DoD, but from a U. S. Attorney's office, which makes it very persuasive. The Attorney General's office opined that Posse Comitatus did not apply to DoD civilians, and generally believed that this opinion would extend to Civil Air Patrol and perhaps even as auxiliarists since CAP members are civilians. Importantly, it might allow CAP to perform missions that had previously been restricted as "A" missions—not "C" missions. CAP would have to be concerned about the insurer. He added that there are still many issues that need to be ferreted out but the attorney general's opinion should be seen as a welcome and a positive step forward on this issue. He further added that they would continue to work with them, the restrictions of AFI 10-2701, specifically Sections 2.2.3 on support to law enforcement agencies and Section 2.8 on the other restrictions of Civil Air Patrol flying. He added the following: "Col Karton and his committee have been working on what the parameters would look like as corporate missions. Hopefully, he can give it a broader scope on how we can fit in the new framework of possibly allowing this as an "A" mission and having some sensible rules of engagement so that we don't damage any aircraft or hurt personnel in the process. That is our plan ahead and we will continue to update you."

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## AGENDA ITEM 19

Action

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### SUBJECT: New Business

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1. **ITEM:** Elimination of Wing/Region/National Patches from the Light Blue Shirt and AF Blue Outer Garments

**COL McCABE/NJ MOVED and COL LEVITCH/FL seconded** that the National Board vote to approve a change to CAPM 39-1 eliminating wearing of Wing/Region/National patches on the shoulder of the light blue shirt (long and short-sleeve) and all AF blue outer garments currently requiring the patch, and leave it as an option to wear these patches on non-dress uniforms including flight suits, CAP Utility/Field uniforms and BDUs. Removal of patches will be completed by 1 August 2006.

COL HODGKINS, SR AF ADVISOR, stated that if the board decides to eliminate wear of patches on the blue uniform, he would need to seek Air Force approval.

**COL OPLAND/DE MOVED TO TABLE and COL TODD/SWR seconded** to refer both to committee and to allow time for CAP-USAF to provide CAP feedback as to how this proposal would be received at HQ USAF.

### **MOTION TO TABLE CARRIED**

**LATER IN THE MEETING, COL LEVITCH/FL MOVED TO BRING FROM THE TABLE and COL KAUFFMAN/CS seconded** the motion.

COL HODGKINS/CAP-USAF/CC apologized for his earlier statement and stated for the record that on the question of whether CAP wears the wing patches or does not wear the wing patches the Air Force is officially neutral on that CAP decision.

THE PARLIAMENTARIAN ruled that it is proper procedure to bring from the table a motion that is tabled in the same session without a specified time to bring back.

### **MOTION TO BRING FROM THE TABLE CARRIED**

### **ORIGINAL MOTION CARRIED**

FOLLOW-ON ACTION: Implementation of policy, notification to the field of removal of patches, as appropriate, by 1 August 2006, and change to CAPM 39-1, *CAP Uniform Manual*.

2. **ITEM:** Optional Wear of Flight Cap with New CAP Uniform

**COL WEBB/GLR MOVED and COL LEVITCH/FL seconded** that in view of the adoption of the new uniform the National Board vote to authorize the optional wear of the flight cap with the new white shirt, blue pants CAP uniform to those who meet the grooming standards applicable to wear the Air Force-style uniform.

## **MOTION DID NOT PASS**

### **3. ITEM: Suspected Cadet Abuse or Unfavorable Information**

***COL PALERMO/NLO MOVED and COL TODD/SWR seconded*** that the National Board vote to change CAPR 35-1, paragraph 6. a. (3) be changed to read as follows:

#### **“(3) Suspected Cadet Abuse or Unfavorable Information.**

Any member may be suspended (a) for alleged or suspected cadet abuse ~~or at (b)~~ any time other information is received which if substantiated, would make the member ineligible for membership or (c) upon information and belief that the member may pose a security risk. The suspension is effective for up to 60 days and may be continued beyond that time in the event civil or criminal actions are pending, in which case the suspension will remain in effect until those actions are complete.

## **MOTION CARRIED**

**AGENDA ITEM 20**

**Information**

**SUBJECT: Vanguard  
John McClain**

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**INFORMATION:**

MR. JOHN McClain, General Manager, Vanguard, gave an update on the status of procedures for handling the ordering and shipping of former CAPMart items. Vanguard also passed out CAP hats to all members of the National Board and took orders for those needing items.

**AGENDA ITEM 21**

**Information**

**SUBJECT: Post-Katrina Changes in CAP's Response to Large Scale Events  
Col Linker**

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**INFORMATION:**

Recent hurricanes showed that our normal mission response structure was insufficient, that there were gaps in our communications, interaction, and reporting with other agency partners. Many of our members, eager to serve, were frustrated by perceived delays and confusion in the call-up process. Immediate actions were taken by CAP members to address these problems with the creation of the CAP Crisis Command Control (C-4) to coordinate field needs with member skills and abilities, and deploying senior CAP volunteers in the NOC to oversee member issues. An after-action committee has examined the full range of problems and concerns from these events and is preparing an Operation Plan to best align CAP to meet the challenges of similar large scale events in the future. The Ops plan is scheduled for presentation to the NEC in May.

## Administrative Announcement

1. Preceding the agenda items, the National Commander, Executive Director, Senior Air Force Advisor, and National Safety Officer presented update slide briefings.
2. Maj Gen Pineda welcomed the following named new members to the National Board and presented National Board badges to them;

### Northeast Region:

Col Peter Jensen, Connecticut Wing  
Col David Belcher, Massachusetts Wing  
Col Robert McCabe, New Jersey Wing  
Col Augustine Comella, Rhode Island Wing

### Middle East Region:

Col Emerson Smith, South Carolina Wing  
Col Rodney Moore, West Virginia Wing

### Great Lakes Region

Col John Bryan, Indiana Wing

### Southeast Region:

Col Michael Oakman, Alabama Wing  
Col Dan Levitch, Florida Wing

### North Central Region:

Col Sean Fagan, Missouri Wing  
Col Robert Todd, Nebraska Wing  
Col Michael Beason, South Dakota Wing

### Southwest Region:

Col Ernest Bourgeois, Arizona Wing  
Col Joseph Jensen, Arkansas Wing

### Rocky Mountain Region:

Col Robert Bost, Utah Wing

### Pacific Region:

Col Carl Brown, Alaska Wing

3. Maj Gen Pineda also presented a National Executive Committee badge to the Interim Southeast Region Commander, Col John E. Tilton.



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4. Maj Gen Pineda recognized the following named departing members of the National Board:

Col Clare Jowett, Wisconsin Wing—Great Lakes Region

Col Walt Volmers, North Dakota Wing—North Central Region

Col Jan Van Hoven, Montana Wing—Rocky Mountain Region

5. Col Karton, Parliamentarian, reviewed and briefed “Effective Meeting Procedures.”

6. During the meeting, the following awards were presented:

a. Certificate for 50 years of continuous service in Civil Air Patrol was presented to Col Jack Hildreth.

b. The first three National Commander's Unit Citations were presented to Louisiana, Mississippi, and Texas Wings.

c. Silver Medals of Valor were presented to Maj Gen Tony Pineda, Col Dan Levitch, and Col Eileen Parker.

7. A copy of the Fourth Edition of “Service Etiquette” was distributed to each National Board member.

8. Maj Gen Pineda complimented the professionalism of the new “Volunteer” Magazine and the 2005 Civil Air Patrol Annual Report to Congress. He expressed appreciation to the National Headquarters staff for producing these great products.

9. Maj Gen Pineda announced that again the National Board meeting is being carried on the World Wide Web.

10. Maj Gen Pineda suggested that former commanders be used for committee tasking so that the sitting commanders can run their wings.

**THE NATIONAL BOARD ADJOURNED AT 1600, SATURDAY,  
4 MARCH 2006,**